Reports and Utilities
   Edit Site Parameters

The following parameters have been added. Descriptions are included in the Introduction.

DARKNESS OF DOTS
CLOSENESS OF DOTS
REDUCE HANDPRINT RECOGNITION SIZE

This option is locked with the IBDF IRM security key.

The FILL % FOR BUBBLES, BACKGROUND % FOR BUBBLES, and REDUCE HANDPRINT RECOGNITION SIZE fields are asked only if you hold the IBD MANAGER key.

Introduction

This option allows editing of AICS site parameters that affect the printing of forms, manual data entry, the purge utility and scanning.

Following are the parameters with a brief description. A double question mark (??) entered at any prompt provides a complete description of that parameter.

Form Tracking Purge Parameters
RECORDS TO PURGE - whether you want the background purge option to purge *all records* , *completed records*, or *no records* older than the number of days specified in the FORM TRACKING RETENTION DAYS field.

FORM TRACKING RETENTION DAYS - the number of days to retain form tracking information after it is no longer used.

PURGE NOTIFICATION MAIL GROUP - the mail group automatically notified of purge results. Results are also stored in the AICS PURGE LOG file and may be reviewed. Mail notification is not required.

Data Entry Parameters
DEFAULT DATA ENTRY FORM - the form to be used as the default form for doing data entry when no form exists for a clinic. If no form is defined, the Primary Care Sample form exported with AICS 2.1 will be used as the default form.

Reports and Utilities
   Edit Site Parameters

Introduction, cont.

MAKE APPOINTMENT IN DATA ENTRY - whether you want users at your site to be prompted to make a follow up appointment during data entry of an encounter form.

PASS DATA TO PCE - how data captured in the AICS EF Data Entry Options should be passed to PCE. (Enter a double question mark at the prompt for a list of choices with complete descriptions.)

Print Parameters
PRINT FORMS FOR INPATIENTS - whether you would like to suppress printing of encounter forms for inpatients. If left blank, Encounter Forms for inpatients will print.

DAYS TO PRINT 1010F - the number of days between the expiration of a Means Test and the appointment date before that you want to print 1010Fs for. For example, if this field is set to 30, then 1010Fs will print for Means Tests that are due to expire within 30 days of the appointment.

DARKNESS OF DOTS - the pen width of the dots of handprint fields and bubbles when printing on laser printers. Reducing the pen width below 12 (the default) will make the dots smaller, making it more likely for the dots to disappear during the scanning process.

CLOSENESS OF DOTS - the percentage of fill (closeness of dots) that is used to print handprint field outlines and bubbles when using a laser printer. The default is 25.

Scanning Parameters
FILL % FOR BUBBLES - a number between 0 and 99 that represents the percentage of fill required for a bubble to be considered as checked. Entering a zero will leave the determination up to Paper Keyboard. If this field is left blank, AICS will use 20% as the amount of fill required.

This field corresponds to the Threshold % field in the Metric dialog box in Paper Keyboard. The value of this field should always be more than the value for the BACKGROUND % FOR BUBBLES field.

Reports and Utilities
   Edit Site Parameters

Introduction, cont.

Modifying this field will affect only new files, and will not affect any existing form specification files. To modify an existing form specification file, it must be deleted from the workstation and the corresponding entry in file 359.2 must be deleted. This field is asked only if you hold the IBD MANAGER key.

BACKGROUND % FOR BUBBLES - a number between 0 and 99 that represents the percentage of background fill in a bubble that can exist before Paper Keyboard will consider any markings in the bubble. If this field is left blank then AICS will use 5%. Entering a zero leaves the determination up to Paper Keyboard.

REDUCE HANDPRINT RECOGNITION SIZE - adjusts the size of the recognition area, which may assist in moving potential "phantom data" outside of the recognition area. This information is computed and stored in the FormSpec file on the VistA server and the workstation.

STOP DEFAULTING C/O DATE/TIME - if checkout date/time is not present on the Encounter Form, the software will automatically default a checkout date/time to that of the scan date/time. If you do not wish to default the checkout date/time, enter YES to stop the automatic default.

This field corresponds to the Background % field in the Metric dialog box. Entering a small value prevents small dots on the page from appearing as check marks. The value of this field should always be less than the value for the FILL % FOR BUBBLES field.

Modifying this field will affect only new files, and will not affect any existing form specification files. To modify an existing form specification file, it must be deleted from the workstation and the corresponding entry in file 359.2 must be deleted. This field is asked only if you hold the IBD MANAGER key.

STOP DEFAULTING C/O DATE/TIME - if there is no checkout date/time on the encounter form, the scan date/time is automatically entered by default as the checkout date/time. YES must be entered in this field to stop the automatic default.

DAYS TO RETAIN PENDING PAGES - the number of days that entries in Form Tracking will be retained in a Pending Pages status. The automatic encounter form job will check this value each night and attempt to pass forms in this status to PCE after they have been in this status for the specified number of days.

Reports and Utilities
Edit Site Parameters

Introduction, cont.
Example

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Edit AICS Site Parameters

Form Tracking Purge Parameters
RECORDS TO PURGE: COMPLETED// <RET>
FORM TRACKING RETENTION DAYS: 60// <RET>
PURGE NOTIFICATION MAIL GROUP: <RET>

Data Entry Parameters
DEFAULT DATA ENTRY FORM: PRIMARY CARE// <RET>
MAKE APPOINTMENT IN DATA ENTRY: YES// <RET>
PASS DATA TO PCE: FOREGROUND/WITH DISPLAY// <RET>

Print Parameters
PRINT FORMS FOR INPATIENTS: YES// <RET>
DAYS TO PRINT 1010F: 30// <RET>
DARKNESS OF DOTS: 12// 11
CLOSENESS OF DOTS: 25// 24

Scanning Parameters
FILL % FOR BUBBLES: 20
BACKGROUND % FOR BUBBLES: 5
REDUCE HANDPRINT RECOGNITION SIZE: 5// <RET>
STOP DEFAULTING C/O DATE/TIME: YES// <RET>
DAYS TO RETAIN PENDING PAGES: 10
```